

Workforce Partnership of Greater RI

Executive Committee Meeting

January 3, 2013

Present: Gip Cabral, Paul Harden, Steve Kitchin, Joe Oakes, Paul Ouellette, Lauren Slocum, Robin Ann Smith

WPGRI Staff: Kara Aniballi, Nancy Olson, Diane Vendetti

Welcome

Chair Steven Kitchin called the meeting to order at 8:03 am and requested the Committee review the minutes from the December 4, 2012 meeting.

Upon much discussion it was decided to table the minutes until February 5, 2013. The minutes need to reflect that the Committee did indeed vote to come out of closed session.

Vote: Paul Ouellette made a motion to table the minutes until February 5, 2013 meeting. Gip Cabral seconded the motion. The motion passed unanimously.

Chairman Report

Chair Kitchin thanked Diane Vendetti again for all her hard work that she has performed in the last six months.

Chair Kitchin then welcomed Executive Director Nancy Olson to her first Executive Committee meeting. Nancy thanked the Committee for her appointment and stated she looks forward to working with all the Committees and the Board.

Board Resignation

Chair Kitchin stated that he received a letter from Marie DeRoche stating she has retired from the Department of Labor and Training as of December 31, 2012 and would therefore have to resign from the Board.

With regret Chair Kitchin requested a motion to accept Marie's resignation.

Vote: Paul Ouellette made a motion to accept Marie's resignation with regret. Robin Ann smith seconded the motion.

Executive Directors Report

Nancy proceeded to state that this is her second official day and Diane Vendetti would be giving the Executive Directors report today.

Diane stated that the 501(c)3 final report will need to be submitted the IRS and 10-99 form to be sent to the recipients. She also has contacted KLR to see if they will need to come to conduct and audit. Diane also completed and submitted the 990n form. Diane also stated that the Board of Directors Insurance will also be renewed.

Diane proceeded to state SWIO has added three additional questions to the WIA Four Year Plan to be answered. The questions are pertaining to the netWORKri offices and have been forwarded to Assistant Director Sue Chomka.

The Strategic Development Committee will review the Four Year Plan and vote on it at the January 17, 2013 Strategic Development Committee meeting. The plan will then be presented to the Executive Committee on February 5, 2013 for approval.

Board Development

Chair of the Board Development Committee, Paul Ouellette, stated he is looking for suggestions of new candidates. Paul also requested and update to see if Jason Vlaun's resume has been sent to the Governor. Jason's resume has not been sent to the Governor as of this date. Diane Vendetti stated she will contact Matt Weldon, Chief of Staff, to see if we can submit Assistant Director of UI insurance, Bob Langlais, up with Jason's resume.

Quality Assurance

Chair of the Quality Assurance Committee, Joe Oakes, stated the next meeting will take place on January 22, 2013.

Strategic Development

Chair of the Strategic Development Committee, Paul Harden,

reviewed the Strategic Plan and stated he would like to put Strategy 1 as an agenda Item for discussion at the January 15, 2013 Board of directors meeting.

Finance Committee

Chair of the Finance Committee, Lauren Slocum, stated she would like to set up a meeting with Nancy Olson and Diane Vendetti to discuss and review the budget.

Youth Council

Chair of the Youth Council, Gip Cabral, stated there will be a Youth Council meeting on January 16, 2013 to vote on the youth portion of the WIA Four Year Plan.

Adjournment

Chair Kitchen requested a motion to adjourn the meeting at 9:42am.

VOTE: Joe Oakes made a motion to adjourn the meeting. Paul Harden seconded the motion. The motion passed unanimously.